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Faculty Senate Monthly Packet April 1987

Portland State University Faculty Senate

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PORTLAND STATE UNIVERSITY

To: Senators and Ex-officio Members of the Senate

From: Ulrich H. Hardt, Secretary to the Faculty

The Faculty Senate will hold its regular meeting on April 6, 1987, at 3:00 p.m., in 150 Cramer Hall.

AGENDA

A. Roll

*B. Approval of the Minutes of the March 2, 1987, Meeting

C. Announcements and Communications from the Floor

D. Question Period

1. Questions for Administrators

Question for Vice President O. Forbes from D. Horowitz:

"Has the Office of Student Affairs confirmed the report in the 21 April 1986 Vanguard which described a PSU faculty member issuing a list of recommended candidates for student government elections to members of the women's softball team shortly before team members were permitted to vote en masse before polls officially opened?

Does the Office of Student Affairs concur with the Vanguard's assessment of such behavior as both faculty interference with democratic student elections and a "common" practice at PSU?

Does the Office of Student Affairs have any plans for discouraging or preventing potential faculty interference with student elections to be held later this month and may this body be of assistance to any efforts of your office to preserve the integrity of the democratic process in student government elections?"

2. Questions from the Floor for the Chair

E. Reports from the Officers of Administration and Committees

*1. Annual Report, Academic Requirements Committee -- Rosengrant

*2. Annual Report, Committee on Effective Teaching -- Bowlden

*3. Annual Report, General Student Affairs Committee -- Kimball

F. Unfinished Business

*1. Constitutional Amendment, Article III, Section 4

OVER

G. New Business

*1. Request for General Education Requirement Additions
from UPA -- Rosengrant

*2. Proposed Constitutional Amendment, Article IV, Section 4

H. Adjournment

*The following documents are included with this mailing:

B Minutes of the March 2, 1987, Meeting

E1 Academic Requirements Committee, Annual Report **

E2 Committee on Effective Teaching, Annual Report **

E3 General Student Affairs Committee, Annual Report **

F1 Constitutional Amendment, Article III, Section 4**

G1 Request for General Education Requirement Additions from UPA**

G2 Proposed Constitutional Amendment, Article IV, Section 4 **

**Included for Senators and Ex-officio Members only

PORTLAND STATE UNIVERSITY

Minutes: Faculty Senate Meeting, April 6, 1987
Presiding Officer: Rod Diman
Secretary: Ulrich H. Hardt

Members Present: Alberty, Badi'i, Beeson, A. Bennett, M. Bennett, Bjork,
Bowlden, Boyle, Burns, Cumpston, Cox, Cogan, J. Daily,
M.L. Daily, Diman, Dressler, Edner, Edwards-Allen,
Finley, Grimes, Hammond, Heflin, Horowitz,
Ingersoll-Dayton, A. Johnson, Kosokoff, Lall, Limbaugh,
Lockwood, Matschek, Maynard, Morris, Neklason, L. Nussbaum,
R. Nussbaum, Ronacher, Rose, Scheans, Scruggs, Solie,
Sommerfeldt, Soohoo, Steward, Stuart, Swanson, Tayler,
Thompson, Visse, Weikel, Westover.

Alternates Present: Stipak for Ellis, Olson for Erdman, Anderson for Goslin,
Hamilton for West.

Members Absent: Gerber, R. Johnson, Kimmel, Lutes, Marty, Rodich, Sampson,
Walker.

Ex-officio Members
Present: Dobson, Edgington, Erickson, Erzurumlu, Forbes, Hardt,
Reardon, Schendel, Sheridan, Toulan.

APPROVAL OF THE MINUTES

The minutes of the March 2, 1987, Meeting were approved as distributed.

ANNOUNCEMENTS

TANG reported briefly on activities of the Interinstitutional Faculty Senate and specifically referred to two motions passed at the Winter meeting. The first is an effort to establish better understanding and communications.

"In order to better communicate the ongoing concerns and efforts of the IFS, issues of collective concern to faculty will be sent to the original addressee with copies going to the institutional presidents, the President of the State Board of Higher Education, and, where appropriate, to legislative representatives." The motion passed unanimously.

The second motion concerns OSSHE presidential search procedures.

"The IFS commends the Board of Higher Education on the integrity of the recent presidential search at SOSC. The IFS also recommends, since finalists are publicly identified eventually, that the Board modify current practices during campus visitations by finalists to assure opportunity for general faculty interaction." The motion passed unanimously. A letter with the motion will be sent to the President of the Board and other appropriate parties.

QUESTION PERIOD

Vice President FORBES responded to the question by Horowitz regarding alleged faculty interference in student elections. She said that the Office of Student Affairs had not been asked by ASPSU or anyone else to do an investigation of the Vanguard-reported incident. She did say, however, that OSA had allowed the women's softball team to vote by absentee ballot. FORBES further commented that the behavior as alleged by the Vanguard would constitute faculty interference in elections but added that such behavior was not at all a common occurrence. She read section 4.21 from the Faculty Handbook which specifically forbids faculty involvement in student elections and announced that she would be glad to send this directive to all faculty immediately. Senators thought that would be a good idea. HOROWITZ asked if the policy would prohibit faculty from handing out written lists of recommended candidates. FORBES said yes. She said that the General Student Affairs Committee should be used if a complaint is to be filed. OSA would assist the Committee in its

investigation; OSA is responsible for the integrity of student elections.

REPORTS FROM THE OFFICERS OF ADMINISTRATION AND COMMITTEES

- 1) The annual report of the Academic Requirements Committee was accepted as circulated.
- 2) The Annual Report of the Committee on Effective Teaching was accepted. HAMMOND asked about the comment in the last paragraph, about the excessive use of the funding for the purchase of equipment. BOWLDEN responded that the Committee had received increasing requests for computer software. Because software is so expensive and funds are so limited, the Committee has decided to restrict the percentage of support that it will give for software. HAMMOND referred to a Carnegie study of use of computers in schools and reported that very little enhanced learning had resulted through computers.
- 3) The annual report of the General Student Affairs Committee was accepted as circulated.

UNFINISHED BUSINESS

The proposed constitutional amendment of Article III, Section 4, dealing with the election of Department Chairpersons was presented. CUMPSTON asked if the President appoints department heads. DIMAN answered yes; regardless of what the Senate voted today, he does have that right. BOWLDEN thought that if the faculty made it clear that departments want autonomy in the election of the chairperson, that should have an effect on the President.

The motion to accept the constitutional amendment was passed without a dissenting vote.

NEW BUSINESS

- 1) The Academic Requirements Committee presented a request from Urban and Public Affairs to have some of their courses included on the list satisfying general education requirements. ROSENGRANT reported that the ARC had been scrupulous in following the Senate's wishes regarding the list of approved courses. A close examination of the courses showed that

they did meet the criteria; however, ARC wanted to have the help of the Senate in the decision whether to include USP courses.

OLSON said that general education requirements were to be from the liberal arts, and she favored that limitation. TOULAN countered that the liberal arts were not reserved for CLAS; he said that the five classes chosen were carefully selected because they dealt with learning about the city and how to live in an urban environment. He reminded senators that four out of five persons live in cities. L. NUSSBAUM asked if courses outside of CLAS were now on the approved list. DIMAN answered yes. WEIKEL argued that the early careers of our students should deal with general issues in the liberal arts, allowing time later for more specialized courses. However, HAMMOND observed that political science, geography, and sociology were different from the other liberal arts, yet they were in CLAS and their courses were on the approved list. EDNER added that the USP courses were really interdisciplinary, and because the UPA faculty had their roots in the liberal arts they probably presented an even wider range than most teachers.

A. JOHNSON moved "that the Department of Urban Studies and Planning be included among those departments eligible to submit courses for the general education requirement in the area of social science." The motion was passed 27 to 18.

ARC moved "that the Senate approve those courses [USP 201, 202, 203, 425, and 426] for inclusion in the area of social science." The motion passed.

2) A constitutional amendment of Article IV, Section 4, Paragraphs 1 and 4.a.1 was presented. The proposed amendment would give the Committee on Committees the authority to appoint members and chairpersons of all constitutional committees and to continue to make recommendations to the President concerning membership and chairpersons of all committees established by administrative action. HAMMOND said he had heard appalling reports about acceptance of recent Committee on Committees' nominations and wanted to know more details. A. BENNETT reported that out of 17 nominations made in December, only 7 had been accepted, with only one of the CLAS nominations accepted. Substitutions were made at other levels. She said that in times past when nominations were questioned or rejected, the Committee was asked to make new nominations. Since such a high percentage of nominations was overturned and no reasons were given, the Committee felt it was serving little or no purpose. BEESON recalled that in the past, when nominations were not accepted, it was usually for

technical reasons only; it had never seemed capricious. CADS was merely an administrative clearing. DIMAN reported that the OSU equivalent to our Committee on Committees chooses all faculty committee members and chairpersons. A. JOHNSON liked that idea and felt that the Senate should have that kind of authority. DIMAN warned, however, that given that kind of responsibility, the Committee on Committees would have to take great care in its appointments. For instance, a faculty member should not be appointed to multiple committees; sabbatical leaves should be taken into consideration; divisional representation should be carefully maintained.

The proposed amendment will be sent to the Advisory Council for review of format and will be returned to the Senate for a vote on May 4.

ADJOURNMENT

The meeting was adjourned at 15:45.

Academic Requirements Committee**Annual Report to the Faculty Senate****April 6, 1987**

During the past year the Academic Requirements Committee has met regularly on a biweekly basis. In addition to reviewing student petitions, the Committee has addressed a variety of problems stemming from the new General Education Requirements. Specific recommendations made to the Senate were:

- A policy for accepting transfer credit from professional health sciences programs
- A policy change that brings the minimum number of residence credits required for graduation with honors in line with existing residence requirements

The Committee also recommended to the Vice President of Academic Affairs:

- A one-year moratorium on addition or deletion of courses intended to satisfy the new General Education Requirements
- A procedure for proposing changes in the General Education Requirements in subsequent years: New courses and courses that have been altered will be routed through the Curriculum Committee to ARC, while additions and deletions that are being proposed for other reasons will be sent by the Departments with comments from their respective Deans to the ARC through the Office of Academic Affairs. In both instances, ARC recommendations will be sent to the Senate for approval.

From March 6, 1986, through March 5, 1987, the ARC read and voted on 512 petitions, of which 440 were granted and 72 denied.

Hamilton Cheifetz, MUS
Dawn Dressler, PHY
David Jannsen, ME
Ansel Johnson, GEOL
Leonard Robertson, BA
Sandra Rosengrant, Chair, FL
Marjorie Terdal, ESL
Robert Tufts, Ex-Officio
Forbes Williams, Ex-Officio

COMMITTEE ON EFFECTIVE TEACHING
Annual Report to the Faculty Senate
March 9, 1987

The Committee on Effective Teaching has two major functions: (1) to encourage innovative and experimental projects related to effective classroom teaching, and (2) to stimulate effective teaching and contribute to professional development among faculty through a variety of workshops and speakers dealing with methods, materials, and concepts related to effective teaching.

Since the last annual report, 11 funding requests have been received by the Committee, and 10 have received at least partial funding. All of the Committee's \$4,600.00 budget was awarded by our meeting of February 13, 1987. (We awarded funds on a first-come, first-served basis with no quarter quotas.)

The proposals which were handed out went to 6 different academic units; the proportion of total funding was distributed as follows:

<u>Department</u>	<u>% of Total</u>
Speech and Hearing	38.0
HPE	21.0
Foreign Languages	19.0
Mechanical Engineering	11.0
Social Work	10.0

Again this year, the Committee strongly recommends that a higher level of funding be given during the 1987-88 academic year. A level of between \$12,000.00 and \$15,000.00 should be adequate. Besides the fact that we regularly exhaust our budget early in the year (with well over half the budget being awarded during Fall Term), the increasing demand for computer related requests (especially computer software) and other expensive equipment requests provides additional justification for increased funding.

Indeed, because of the significant increase in requests for computer-software or other high-tech equipment, the Committee thinks that either the CET budget needs to be significantly increased or the university needs to develop a separate funding service for computer software requests. At almost every meeting, the Committee reasserted its conviction that CET cannot adequately fund both teaching effectiveness efforts and computer software at our present level of funding.

OVER

Now that our funds are committed, the Committee intends to meet to consider: (1) possible restriction on equipment funding; (2) possible restriction on computer software funding; (3) possible quarter-quota funding; (4) possible percentage per department restrictions. Senate input on any of these issues is welcomed.

The Committee is not denying the need or effectiveness of special equipment, but we feel that the original aims of this Committee, to encourage innovative and experimental projects related to effective classroom teaching, are being compromised by excessive use of this funding for the purchase of equipment.

The Committee consists of 11 members:

Larry Bowlden, PHL, Chairperson
Peter Turney, BA
David Cox, ED
Joan McMahon, SP
Anne McMahon, LIB
Donald Tyree, ENG
Bruce Stern, BA
Forbes Williams, OAA
John James, Student
Kathleen Craig, Student
Christopher F. Seagle, Student

GENERAL STUDENT AFFAIRS COMMITTEE
ANNUAL REPORT TO THE FACULTY SENATE
1986 - 1987

Kenneth Ames, ANTH
James Kimball, TV, Chairperson
Sam Stanley, Student
Al Sugarman, SP

Donald Tang, BA
Robert Westover, LIB
Major Morris, AFM, Consultant
Robert Vieira, OSA, Consultant

Student Legal Services

The General Student Affairs Committee serves as the parent board for Student Legal Services, and, as such, we annually review the policies, operations and budget of this office and submit budget review information to the University Incidental Fee Committee.

Recreational Task Force

The chairperson of the General Student Affairs Committee serves as a member of this ad hoc task force which is studying the status of all campus recreational sports and related physical activities, i.e., Outdoor Program, Intramurals, etc. -- to determine ways and means to improve these offerings to their respective clientele.

Student Conduct Code

The Committee is currently examining proposed changes in the Student Conduct Code as requested by the Office of Student Affairs.

Incidental Fee Procedures

The Assistant Vice-President for Student Affairs met with the Committee to review the various policies and procedures related to the allocation of incidental fee monies.

JK/j

Article III. Faculty Powers and Authority

Section 4. Faculty Authority in the Selection of Department Heads. The Faculty of each Department shall decide, by secret ballot of all full-time members (0.5 FTE or more), the mode by which its choice of Department Head, either regular or acting, shall be determined. These procedures shall be published and filed with the Office of Academic Affairs. They shall be implemented by April 15 of the Department Head's third year in office and otherwise upon the occurrence of a vacancy in the office of Department Head. Any revisions of the procedures must be made and filed at least one month before an election.

The Department shall forward the name of its choice to the Dean of the appropriate College or School, who will promptly review the nomination and forward it with comments to the Vice President for Academic Affairs. The Vice President in turn shall promptly review the nomination and forward it with comments to the President.

In the circumstance that the President finds substantive reasons to question the willingness and/or ability of the person chosen by the Faculty to fulfill the functions of the office as described in the current "Position Description for Department Head," the President shall, within six weeks of the Department having notified its appropriate administrative officer of its selection, state in writing to the members of the Department the reasons for refusing the appointment. Ordinarily, the Department shall then promptly nominate another person. The final responsibility and authority in appointment of Department Heads is that of the President.

Grievances arising in connection with the appointment of Department Heads are to be handled through the Faculty Grievance Procedure.

The Department Head shall serve a stated term of three (3) years. Eligibility for re-election or re-appointment shall be determined by departmental procedures.

SUBSTITUTE THE FOLLOWING:

Section 4. Faculty Authority in the Selection of Department Chairs

The Faculty of each Department shall elect its Chair. The Faculty shall decide, by secret ballot of all full-time members (0.5 FTE or more), the mode of election. The procedures shall be published and filed with the Office of Academic Affairs. They shall be implemented by April 15 of the Department Chair's third year in office and otherwise upon the occurrence of a vacancy in the office of Department Chair. Any revisions of the procedures must be made and filed at least one month before an election.

In the circumstance that the President finds substantive reasons for disagreeing with the Department's decision, the President shall, within six weeks of the Department's notice of its selection, state in writing to the members of the Department the reasons for questioning their choice.

The Department Chair shall serve a stated term of three (3) years. Eligibility for re-election shall be determined by departmental procedures.

Request for General Education Requirements Additions from UPA

April 6, 1987

The Academic Requirements Committee finds that five courses from the Department of Urban Studies and Planning -- The Urban Physical Environment (USP 201), The Urban Social Environment (USP 202), The Urban Environment: Planning and Policy Issues (USP 203), Space, Design and Behavior (USP 425), and Neighborhood Conservation and Change (USP 426) -- satisfy the criteria established by the ARC last year for the inclusion of courses in the General Education Requirements list, and it recommends that the Senate approve these courses for inclusion in the area of Social Science.

History and Rationale:

In November, 1986, the Office of Academic Affairs forwarded to the ARC a memo from the Department of Urban Studies and Planning requesting that the five courses named above be approved for inclusion in the Social Science Distribution Area of the General Education Requirements list. At that time the ARC was considering the advisability of recommending a moratorium on all changes in the list during this academic year and a procedure for changing the list in subsequent years. The ARC's recommendation for a general moratorium was accepted by the Council of Academic Deans, but an exception was made for the request from UPA, which had been submitted prior to the general moratorium.

The ARC's consideration of the request from UPA was complicated by the ARC's understanding of the Senate's intent in adopting the new General Education Requirements. At the time the new Requirements were adopted, the ARC approached the Senate with a restatement of its understanding of the new Requirements. This statement, which was confirmed at the June, 1985 meeting of the Senate, specified that the courses which were to be considered under the heading of Social Science were to come from Anthropology, Economics, General Social Science, Geography, History, Political Science, Psychology, and Sociology. A good part of our deliberation time, therefore, was devoted to the question of whether the request fell legitimately within our jurisdiction.

The ARC has decided to bring this question before the Senate now on the grounds that the Senate has previously elected to include courses from Dance in the General Education Requirements and on the grounds that the courses proposed by UPA do satisfy the criteria used by the ARC last year to evaluate other courses.

PROPOSED AMENDMENT TO THE FACULTY CONSTITUTION

G₂

Article IV, Section 4, Paragraphs 1 and 4.a.1.

Present Text:

1) Appointment. The Committee on Committees, hereinafter described, shall make recommendations to the President concerning the membership and chairpersons of all constitutional and administrative committees, and insure adequate divisional representation. Before the opening of the academic year, the President shall appoint such standing committees as the work of the University may require, and as herein defined. Constitutional committees are those established under provisions of the Faculty Constitution. Administrative committees are those established by the President and charged by him with a specific assignment on a continuing basis for periods of one or more years. Ad hoc and special committees may be established at any time by the Faculty, the Senate, or the President, and shall carry out specific duties and report as directed. No special committees shall be established that duplicate the work of an existing Faculty, Senate or administrative committee. The Committee on Committees will make recommendations for the membership of special committees, established by the Faculty or Senate. The Advisory Council will make recommendations of membership for ad hoc and special committees established by the President.

Proposed Amendment:

1) Appointment. The Committee on Committees, hereinafter described, shall appoint the members and chairpersons of all constitutional committees and insure adequate and required divisional representation. The Committee on Committees shall make recommendations to the President concerning the membership and chairpersons of all committees established by administrative action and insure divisional representation as appropriate. Constitutional committees are... Senate or administrative committee. The Committee on Committees shall appoint membership of special committees established by the Faculty or Senate. The Advisory Council... President.

Present Text:

4) Standing Committees and Their Functions.

a) Committee on Committees. This Committee shall:

- 1) Recommend to the President, on behalf of the Senate, before the end of each academic year, names of members to serve on all committees listed or referred to in this section of the Constitution, to be appointed to serve the following year.
- 2) Advise the Senate relative to the assignment of further duties to the committees listed below, and suggest the establishment of special Senate Faculty committees.
- 3) Report at least once each year to the Senate and President.

Proposed Amendment:

- 1) Appoint, on behalf of the Senate, members to all committees established by the Faculty Constitution.
- 2) Recommend to the President, on behalf of the Senate, names of members to serve on all committees established by administrative action.
- 3) Advise the Senate
- 4) Report

NOTE:

If these amendments are approved, editorial changes will be made wherever necessary throughout the Constitution to reflect the new language. These will be made by the Secretary to the Faculty with the reprinting of the Faculty Governance Guide for 1987-88.

Rationale:

The Committee on Committees, elected on a representational basis at the last regular meeting of the Senate for the academic year, spends much time balancing committee membership, checking faculty members' willingness to serve, and nominating a chairperson. When these recommendations are changed without the careful screening and selection made by the Committee on Committees, and without the prior acknowledgement of the willingness of the committee member to serve, the work of the committee is hampered. Also, the effort of the Committee on Committees is wasted. Constitutionally established Senate committees should be appointed by the Senate as they are at other universities.